

<u>Monitoring Date</u>	<u>31st May 2016</u>				
<u>Audit Plan Item 2016-17</u>	<u>Risk Factor</u>	<u>Quarter 1</u>	<u>Quarter 2</u>	<u>Quarter 3</u>	<u>Quarter 4</u>
<u>Education, Leisure and Lifelong Learning</u>					
School Based Audits					
20 Primary Schools	M	2 schools audited and reports issued			
3 Secondary Schools	H				
Other Education					
IT Replacement Costs	M				
Creditor year end cut off testing	M	Audit in progress			
Education Grants	M	1 grant audited			
Croeserw Community Enterprise Centre	M				
Leisure, Culture and Lifelong Learning					
None					

Finance and Corporate Services					
Revenue Collection					
Council Tax	L				
NNDR	L				
Sundry Debtors	L				
Cash Collection	H	Random checks undertaken			
Benefits Administration					
Housing Benefits	L				
Exchequer					
Payroll	L				
Creditor Payments	L				
Creditor Cut Off Testing 2015/165	M	Audit in progress			
Creditor (FIS) Checks	M	Checks being undertaken			
Accountancy					
Treasury Management	H				
Bank Reconciliation	M				
Legal Services					
Registrars	N/A	Audit in planning stage			
Other					
Contingency	N/A				

Chief Executive's					
Electoral Registration	M				
Democratic Processess	M				
Social Services, Health and Housing					
Housing General Fund:					
Social Lettings Agency	M				
Houses to Homes Loans & Home Improvement Loans	M	Audit complete draft report issued			
Social Services					
PASMS (Professional Abuse Strategy Meetings)	M				
DBS checks taxi drivers & escorts	M	Audit in planning stage			
DBS checks adult care staff					
Escalating Concerns Protocol	M	Audit in planning stage			
Hillside Secure Unit	M				
Medication Training CCAs (Community Care Assistants)	M	Audit complete draft report issued			
Safe Recruitment CYPS (Children & Young People Services)					

Environment					
Stores/Equipment attendance at stock takes	H				
Bus service operators grant	M	Audit in progress			
Workways	M				
Asset Management	M				
Cross Directorate					
Special Investigations	N/A	3 in progress			
Advice and Guidance Requests	N/A	Ongoing			
I.T. Audit	N/A				
Contract Audit	N/A	Final account work ongoing			
Corporate Governance Arrangements	N/A				
Officer Declarations	M	Audit complete			
Settlement Agreements	N/A				
NFI	N/A				
DBS Checks	H	1 audit complete			

Other Commitments					
Attendance at Working Parties	N/A	Ongoing			
Servicing/Attendance at Audit Committee	N/A				
FOI Requests	N/A	All received have been answered			
Review of Accounting Instructions	N/A				
Contingencies	N/A				
Vision Impaired West Glamorgan	N/A				
SWTRA	N/A				